

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

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February 25, 2003

**FROM:** GARY PENROD, Sheriff  
Sheriff's Department

**SUBJECT: PROCUREMENT OF AUTOMOTIVE REPAIR SERVICES PER COUNTY  
POLICY NO. 11-05**

**RECOMMENDATION:** Authorize Purchasing Agent to increase purchase orders with the following vendors for the provision of automotive repair services, for a total purchasing authority of \$420,000.

Vendor Name	Expenditures To-Date	Current Expenditure Limit	Requested Amount
Dave's Viking Auto, Rim Forest	\$18,200	\$35,000	\$45,000
G&M Towing and Recovery, Hesperia	24,800	50,000	100,000
Loveland's Automotive, Victorville	17,400	25,000	35,000
Precision Automotive, Bloomington	32,500	75,000	90,000
Yucaipa Auto Electric, Yucaipa	19,900	25,000	50,000
Yucca Valley Ford Center, Yucca Valley	62,100	75,000	100,000

**BACKGROUND INFORMATION:** County Policy No. 11-05 requires County departments to seek Board of Supervisors' approval when contracting for services with any vendor in excess of an aggregate amount of \$25,000 per scope of work per department per fiscal year.

On April 4, 2000, the Board of Supervisors approved the issuance of a Request for Proposal for automotive repair services. Sheriff's personnel participated on a committee consisting of several County departments, including County Purchasing, to evaluate the responses received from approximately 130 vendors. The committee has completed its evaluation, and on October 4, 2000, County Purchasing submitted a list of County-approved vendors to the Board of Supervisors.

Per the Board's direction, the Sheriff's Department has provided work to a number of automotive repair vendors throughout the County. Currently, the Department has over forty purchase orders with a variety of automotive repair vendors. On August 6, 2002, the Board of Supervisors approved purchase orders with fifteen automotive repair vendors, for a total of \$1.5 million. On January 28, 2003 the Board of Supervisors approved additional purchasing authority with five automotive repair vendors, for a total of \$220,000. The Department anticipates the need for additional purchasing authority with the six vendors listed above based upon their competitive pricing, reliable service and ability to expedite repairs.

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**BOARD OF SUPERVISORS**

**PROCUREMENT OF AUTOMOTIVE REPAIR SERVICES PER COUNTY POLICY NO. 11-05**

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Today's recommended procurement of \$420,000 will establish a higher level of purchasing authority with these six vendors to provide maintenance and repair of the Department's automotive fleet. The Department will return to the Board at a later date, if necessary, to request increased purchase authority with additional automotive repair vendors.

**REVIEW BY OTHERS:** This agenda item has been reviewed and approved as to form by County Counsel (Kevin Norris, Deputy County Counsel) on February 13, 2003, coordinated for procurement with County Purchasing Department (Aurelio De La Torre, Director) on February 18, 2003, and has been reviewed by the County Administrative Office (Mario Lara, Administrative Analyst) on February 18, 2003.

**FINANCIAL IMPACT:** The Sheriff's Department Budget for FY02/03 included \$3 million for the provision of automotive repair services. To date, the Department has expended \$1.7 million, leaving an appropriation balance of \$1.3 for the remainder of this fiscal year.

**SUPERVISORIAL DISTRICT(S):** First, Third and Fifth

**PRESENTER:** Rod Hoops, Captain, 387-3637

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